



**OUR LADY  
OF THE LAKE  
CATHOLIC SCHOOL**

**OLL SCHOOL BOARD MEETING MINUTES**

**DATE: JANUARY 4, 2018**

**MEMBERS**

Danny Patterson, chair (tech)	P	Amanda Markle (education)	P	Nancy Erdman (teacher rep)	P
Mary Ament-Johnson, vice chair (tech)	P	Moe Smith (at large. Fundraising chair)	A	Liz Engelhart (parish council rep)	A
Gretchen Chilson, secretary (education)	P	Fr. Tony O’Neill (pastor)	P	(PTO rep)	
Kelly Monette (marketing)	P	Becky Kennedy (principal)	P	Brent Collins (at large)	P
Brett Broghammer (finance)	P	Rhonda Eurich (church administrator)	P	Maddie Swanson (finance)	P
		Kassie Ricke (advancement director)	P	A=Absent, I=Information, P=Present	

**Next Board Meeting – February 1**

**Opening Prayer - Fr Tony**

Approve December Minutes: Mary motioned, Kelly Monette second, passed

**School Update (Becky)**

**Fund-a-Need Vote: Father motioned, Brett second, passed**

**Summer OLL+ rate increase vote: Amanda M motioned, Brett second, passed**

**School Calendar: Mary motioned, Amanda M second, passed**

**Reading PD** - Teaching staff is starting a Book Study on Literacy Strategies. All teachers are reading the book.

**Formal observations** - Staff have informal observations every other week. This month all teaching staff will go through formal observations. Non-teaching staff will also have evaluations completed before spring break

**Fund a Need Proposal** - Keep the fund a need similar to last year with the title Classroom Enhancements. First we would thank everyone who donated last year and who photos of the new shades, happy teachers and 4 new interactive panels(hoping to have up before spring break) from the fund a need last April. This year’s enhancements would include more interactive panels and replacing shower board with real whiteboards. I am currently working on costs for both.

**Summer OLL+ - Proposed increase**

**2018-2019 School Calendar-** Proposed school calendar. Following Westonka with the following exceptions:  
Added school days: August 28-30. Removed school days: Nov. 21(if meet Rake a Thon goal) April 19 and 22(Easter Break)

I’m also looking at revamping curriculum night. Have a day of one parent teacher conference before school year starts and move the whole group info for curriculum night to back to school night for parents to come and listen to.



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## School Strategic Plan - Currently working on/starting:

Middle School Development team- Surveyed current Parents and students: Middle School Teachers will be reviewing survey results and looking at how they can incorporate the information into planning.

Evaluate BL curriculum- Ongoing

Welcome new families- Great community building events in December. Christmas party, Christmas program and Family service night. Many new families attended Christmas party.

Evaluate discipline process for all grade levels: Scheduling staff PD training on Responsive Classroom

Science Lab: Survey high school teachers or key skills for entering 8th/9th grade students in science. Need to build science lab committee to spear head. A company will be visiting the building on 1/9 to look at a cost estimate for creating a proposal for lab and possible entrance upgrade and office move.

## Advancement Update (Kassie)

### Enrollment: 2017-2018

Pre-K 58. K 12. 1st 9. 2nd 6. 3rd 10. 4th 6. 5th 1. 6th 9. 7th 9. 8th 6. **Total: 126**

### Kindergarten Roundup: January 18th 6-7:30pm

3 postcards mailed to all prospective kindergarten students district wide, signs distributed district wide, FB campaign, parish newsletter, ads in The Laker and Lake Minnetonka magazine

Our current kindergarten ready students: 34. Last year's preschool conversion: 28/8. Conferenced with 18 of 34 families

### Open House: January 28th, 12-2pm

2 postcards mailed to all families with children ages 2-12, signs distributed district wide, FB campaign, parish newsletter

Last year's conversion: 9/8

### Preschool Roundup: January 29th, 6-7:30pm

1 postcard mailed to current parish families, signs distributed district wide, FB campaign, parish newsletter

### Parade of Homes: February 24- March 5

9 homes, informational material in each home, signs in all neighborhoods

### Retention:

Parent Volleyball Night resumes- January 12 & 19



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Family Fun Night- January 8

MS Parent informational night- TBD

Daddy/Daughter Dance- February 9

Preschool Parent luncheon with Fr Tony- February 21

## Fundraising Update

- Superbowl Raffle Ticket Sales
- Keg n Kork March 4 – Planning is underway (securing breweries, entertainment, logistics, advertising...). Some concerns about meeting fundraising goal.
- Continued work on “non-invasive” fundraising.
- Starlight Gala meetings happening monthly. Goal is registration will be up mid-February, board members encouraged to buy tix early.

## Finance Update

***Tuition increase: Motion Brett, second Kelly, passed***

## Technology Update

SmartBoards (discount on installation and includes teacher professional development)

## Marketing Update

Monthly marketing plan from NCEA (each month focuses our messaging). Facebook, Instagram.